**IT Applications, Unit 4**

**Security and ethical considerations, Ch 8, p 308**

Ethics and Information Systems

1. Explain what is meant by the term ethics.

Ethics are the principles of right and wrong that are accepted by an individual or social group.

1. What is the ethical dilemma in relation to video games?

Some people have said that video-games writers should not include animated violence in their games because it has a negative impact on children.

Key areas relating to ethics and information systems are:

1. Workplace responsibilities
   1. Outline the responsibilities of employees and employers.

The employer must pay staff for the work they carry out and provide a suitable work environment in which that work can take place.

1. Codes of conduct and computer-use policies
   1. What is meant by a code of conduct?

A code of conduct is a set of conventional principals and expectation considered binding on any member or group.

* 1. What information do computer-use policies generally contain?

A computer-use policy explains to staff what management believes should and should not be done on the computers or peripheral equipment within a workplace.

1. Employee monitoring
   1. Why are these systems sometimes regarded as unethical?

They may be considered unethical because they invade the employee’s privacy.

* 1. Where does the most common monitoring occur?

The most common monitoring occurs on email, PC use and web browsing.

* 1. List the advantages and disadvantages of employee monitoring.

Advantages

* It ensures that employees are doing company work
* It ensures that employees maintain target performance levels
* It saves time and money

Disadvantages

* It is intrusive and may impact on employee privacy
* Mistrust may develop between employee and employer
  1. How is web browsing monitored?

Web browsing is usually monitored by way of automatic logs. These are stored on the uses machine in the form of cookies.

* 1. What is a cookie?

Cookies as small files that a web server stores on a user’s computer.

1. Ethics and the internet
   1. Explain what is meant by the term, netiquette.

Netiquette is short for network etiquette. It refers to the conventions of politeness observed in internet communication, such as newsgroups or mailing lists.

* 1. List some netiquette guidelines
* Not posting inappropriate groups
* Refining from commercial advertisement
* Personal messages to one or two individuals should not be posted to news groups
* When responding to earlier posting, the minimum necessary context should be quoted
* Lines should be less than 70
* Characters long
* Before asking a question, a user should read the existing messages in the group’s frequently asked question.

**Resolving legal, ethical and social tensions,** p 514

1. List the six steps for handling ethical dilemmas.

* Identify the problem
* Identify the stake holders
* Identify the possible alternatives
* Identify ethical standards
* Evaluate options
* Make decision